

Employment Opportunity – Camp Manager



Blue Oak School is seeking a **Summer Camp Manager**. This person will be enthusiastic, warm and caring individuals who are patient, enjoy being in the company of children, are passionate about the growth and development of youth through play and exploration and most importantly LOVE to HAVE FUN. This candidate must have previous camp, teaching, student programming, supervisory experience or a combination of. Camp Managers must demonstrate strong leadership, communication and organizational skills. This person's primary objective is to ensure all camp activities function safely with campers best interest in mind, parent and colleague concerns are being addressed appropriately, and that counselors are following all protocols and working to their potential. If you have an affection for coaching, mentoring and inspiring those around you we would like to hear from you.

Requirements & Experience

- Associate's or Bachelor's degree in Recreation Management, Elementary Education, Child Development or a related field
 - One or two years minimum of relevant work experience with school-age children: teaching, coaching, babysitting, adventure programming, and/or camps or recreation leadership
 - One or two years experience supervising others
 - Customer relations experience
 - Strong interpersonal and collaboration skills
 - Strong time management and organizational skills
 - CPR & 1st Aid (preferred)
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Attributes

- Warm and welcoming demeanor
 - Hardworking and reliable
 - Ability to model professional and ethical standards when working with students and families
 - Sense of humor and ability to connect with students and staff
 - Commitment to social justice and multicultural education
 - Ability to work both independently and as a member of a team
 - Nonjudgmental listening and communication skills
 - Ability to exercise gentle authority consistent with our school culture
 - Strong communication skills with parents and colleagues
 - Candidates with a strong interest in child development/teaching profession
 - Entrepreneurial mindset
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Responsibilities

- Responsible for creating and maintaining a harmonious and effective working relationship with staff, parents and campers
- Supervise and train Camp Counselors
- Ensure proper supervision is occurring at all times, including but not limited to: upholding ratios, conducting face counts, and managing risk and student behavior during activities, field trips, and special events
- Conduct performance reviews of Camp Counselors and provide ongoing coaching and feedback
- Hold routine meetings to address staff concerns
- Work with the team to develop attractive, theme-based camp activities
- Overseeing day to day operations of camp
- Prep and inventory materials and supplies
- Provide strong communication with families and other employees
- Provide a safe and secure environment for students enrolled in camp programs

- Manage student behavior aligned with the Blue Oak philosophy
 - Additional duties as needed and assigned by Program Coordinator
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Please submit a résumé, cover letter, and references to jobs@blueoakschool.org

Blue Oak School, nestled in beautiful downtown Napa, CA, is a K-8 progressive school of about 200 students that offers a challenging and stimulating education to children of diverse backgrounds, experiences and interests. Through the culture and community of the School, teachers nurture the development of character and foster confidence, creativity, flexibility and curiosity in each child. Students, in turn, encourage each other to learn. Relationships among freedom, responsibility, community and environment are explored through studies that engage students as stewards in service to the School, the region, and the world. Blue Oak School does not discriminate on the basis of age, gender, race, color, religion, national or ethnic origin, sexual or gender identity in its hiring processes and actively promotes the principles and practices of diversity throughout the school community.

If hired, the salary range for this position is between \$24.00 and \$26.00 per hour. The hourly rate may vary depending on preparation, skills and experience.